

SAFE schools and SAFE students in Virginia

Guidelines and Resources
to Improve the Safety
of Students in Virginia

2nd edition

Virginia Department of Health
Virginia Department of Education
Virginia Department of Criminal Justice Services
2012

Adapted from the Centers for Disease Control and Prevention *School Health Index* and the *Mental Health and Safety Guidelines for Schools*, a publication of the American Academy of Pediatrics, National Association of School Nurses, and the federal Maternal and Child Health Bureau.

VDH VIRGINIA
DEPARTMENT
OF HEALTH
Protecting You and Your Environment
www.vdh.virginia.gov

Background

This guide was developed by the Virginia Department of Health's Division of Prevention and Health Promotion with input from the Virginia Department of Education and the Virginia Department of Criminal Justice Services to provide schools with a useful, up-to-date reference on school and student safety.

This checklist included in this guide was adopted from the Centers for Disease Control and Prevention School Health Index. The guidelines detailed in this resource are heavily influenced by the *Health, Mental Health and Safety Guidelines for Schools*, a collaborative effort between the Maternal and Child Health Bureau, the American Academy of Pediatrics and the National Association of School Nurses.

We would like to acknowledge the co-authors of the 1st edition: Erima S. Fobbs and Shannon Q. Wright of the Virginia Department of Health, and others who contributed: Dr. Patricia I. Wright; Arlene Cundiff; Donna Bowman; Gwen Smith; Vanessa Wigand; Annie Harman; Calvin Nunnally, Sr.; Heather Board; Rebecca Odor; and JoAnne Wells.

2nd Edition Acknowledgements

Co-Authors

Amanda Davani
Virginia Department of Health

Vinu Ilakkuvan
Virginia Department of Health

Christina Benton
Virginia Department of Health

Contributors

Erima S. Fobbs
Virginia Department of Health

Jennifer Piver-Renna
Virginia Department of Health

Heather Board
Virginia Department of Health

Bob Franklin
Virginia Department of Health

Donna Michaelis
Virginia Department of Criminal
Justice Services

Vanessa Wigand
Virginia Department of Education

Caroline Fuller
Virginia Department of Education

Joyce Martin
Virginia Department of Education

Tia Campbell
Virginia Department of Education

Wayne Barry
Virginia Department of Education

Table of Contents

Introduction

Checklist of Actions for Safe Schools and Safe Students

- School Health and Safety Policies
- Safe Physical Environment and Safe Transportation
- Health and Safety Education
- Physical Education and Other Physical Activity Programs
- Nutrition Services
- School Health, Counseling, Psychological and Social Services
- Health and Safety Promotion for Staff
- Student, Family and Community Involvement

State and National School Safety Resources

Introduction

The Virginia Department of Health has produced the 2nd edition of *Safe Schools and Safe Students in Virginia* in conjunction with the Virginia Department of Education and Virginia Department of Criminal Justice Services. This edition has been updated to include additional information and resources to address emerging and fundamental safety issues such as, maintaining a positive school climate as well as preventing and responding to bullying, violence and suicide.

"By addressing health, mental health, and safety issues... schools can improve students' academic performance today and contribute to their increased longevity and productivity long after they leave school."

-Health, Mental Health and Safety Guidelines for Schools

Safe Schools and Safe Students in Virginia is a resource for administrators, guidance counselors, teachers, school nurses, coaches and other school personnel who influence the safety of students and school staff. This resource guide addresses eight components of school and student safety. It provides recommendations for keeping students safe while they are in school, on school grounds, on their way to or from school, and involved in school-sponsored activities. It also provides information on helpful Virginia and national resources to assist schools in achieving these safety goals.

"Promoting healthy and safe behaviors among students is an important part of the fundamental mission of schools, which is to provide young people with the knowledge and skills they need to become healthy and productive adults."
--Centers for Disease Control and Prevention

Schools can use the enclosed checklist of recommended actions to identify areas that need improvement. We encourage you to widely share this resource so that reviewing your school's performance and initiating improvements can be a multi-disciplinary effort. If you find that you are already meeting these recommendations, we encourage use of the identified state and national resources to further enhance strengths.

The checklist that serves as the foundation of this resource was adapted from the *School Health Index*. Other aspects of this resource were adapted from the *Health, Mental Health and Safety Guidelines for Schools*. We encourage you to become familiar with these primary source documents which can be accessed free of charge.

Important Reference Documents

The CDC School Health Guidelines for Preventing Unintentional Injuries and Violence: <http://www.cdc.gov/mmwr/preview/mmwrhtml/rr5022a1.htm>

The CDC School Health Index: <http://www.cdc.gov/HealthyYouth/SHI/>

The AAP, NASN, MCHB Health, Mental Health and Safety Guidelines for Schools: www.nationalguidelines.org

Checklist of Actions for Safe Schools and Safe Students in Virginia

Does your school...

School Health and Safety Policies

- ☐ Prepare and use written school safety policies?
- ☐ Foster positive school climate?
- ☐ Prepare and use a written crisis response plan?

Safe Physical Environment and Safe Transportation

- ☐ Provide and maintain a safe physical environment and safe transportation?

Health and Safety Education

- ☐ Ensure that essential topics on preventing unintentional injuries, violence and suicide are taught in all grades, sequentially and consistent with state standards?

Physical Education and Other Physical Activity Programs

- ☐ Develop, teach and implement physical education safety practices?
- ☐ Ensure that playgrounds meet or exceed safety standards?
- ☐ Ensure physical activity programs and facilities meet or exceed safety standards?
- ☐ Ensure athletics meet or exceed safety requirements?

Nutrition Services

- ☐ Provide a clean, safe, and pleasant cafeteria?
- ☐ Prepare for school emergencies?

School Health, Counseling, Psychological and Social Services

- ☐ Promote health and safety among students and families?
- ☐ Establish strong community links for referral?
- ☐ Identify and refer students who are victims or perpetrators of violence or at risk for suicide?
- ☐ Assess the extent of injuries on school property?

Health and Safety Promotion for Staff

- ☐ Provide training for staff on conflict resolution?
- ☐ Provide training for staff on first aid and cardiopulmonary resuscitation (CPR)?
- ☐ Ensure staff are knowledgeable and skillful about unintentional injury, violence and suicide prevention?
- ☐ Encourage all personnel to be positive role models for safe lifestyle and support personnel in their efforts to do so?
- ☐ Provide staff development on unintentional injuries, violence and suicide?
- ☐ Ensure Physical Education (PE) and activity staff are trained in injury prevention, first aid and CPR and provide ongoing staff development?

Student, Family and Community Involvement

- ☐ Educate families and promote effective parenting strategies?
- ☐ Encourage parent and community involvement in programs?
- ☐ Promote community-based programs?

School Health and Safety Policies

Does your school prepare and use written safety policies?

Does the school or district have explicit written safety policies regarding prevention of, and response to, unintentional injuries^A and violence^B

- ☐ in school (e.g., hallways, cafeteria, science, art, food preparation areas and vocational education classes)?
- ☐ on school grounds (e.g., playground)?
- ☐ on the way to or from school (e.g., helmets and protective gear for cyclists and skateboarders)?
- ☐ at school-sponsored trips and events (e.g., supervision of students, transportation to sites, student-specific health and safety information, necessary equipment and expertise and behavioral expectations of students and supervisors)?

Does the school communicate its safety policies in all of the following ways?

- ☐ Posters or signage
- ☐ Staff orientation and staff meetings
- ☐ Student orientation and class meetings
- ☐ Student handbook
- ☐ Staff handbook
- ☐ Parent handbook and/or newsletters
- ☐ Contracts with outside vendors and organizations that rent school facilities
- ☐ Announcements at school events
- ☐ Community meetings

^A (e.g., those that result from motor-vehicle, school bus, pedestrian, biking, skateboarding, drowning, poisoning, fire and burn, fall, playground or sports- and recreation-related event)

^B (e.g., aggression, bullying, discriminatory harassment, assault, homicide, suicide, child maltreatment, rape, and dating and intimate partner violence)

Know the Law

Codes of Virginia

§ 22.1-271.5 Policies on concussions in student-athletes.

§ 22.1-279.8 School safety audits and school crisis, emergency management, and medical emergency response plans required.

§ 22.1-272.1. Responsibility to contact parent of student at imminent risk of suicide; notice to be given to Social Services if parental abuse or neglect is suspected; Board of Education, in cooperation with the Department of Behavioral Health and Developmental Services and the Department of Health, to develop guidelines for parental contact.

§ 22.1-279.6 Requires the Board of Education to establish guidelines and develop model policies for codes of student conduct against bullying, hazing and profane or obscene language or conduct.

§ 8.01-220.1:2 Provides immunity from liability for school employees and volunteers from civil damages arising from reporting alleged acts of bullying or crimes against others, if the person in good faith promptly reports such acts or crimes to the appropriate school official in compliance with specified procedures.

§ 22.1-279.6 Requires the Board of Education to establish guidelines and develop model policies for codes of student conduct on the use of electronic means for the purposes of bullying, harassment and intimidation.

§ 22.1-279.6 Requires the Board of Education to establish guidelines and develop model policies for codes of student conduct on hazing. Policies must cite Code 18.2-56 which defines and prohibits hazing and imposes a Class 1 misdemeanor for violations.

Has your school prepared or used a written crisis response plan?

Regardless of the nature of the incident, crisis response plans should include the following:

- Assigned roles and responsibilities for a crisis response team
- Procedures for notifying emergency officials (e.g., 911, fire, rescue, police)
- Strategies to ensure school staff, families, and the community are aware of the school's emergency plans
- Plans to practice appropriate safety drills regularly at school and on the school bus
- Plans to update crisis response plans on a regular basis
- Contact list for grief counselors and other counseling and psychological service providers
- Identification of back-up resources from the district, other schools, and outside groups
- Plan for screening voluntary offers of assistance
- Media and communications plan

Consider including the following when addressing crises of a physical nature (e.g., environmental disaster, explosion, terrorism, bioterrorism, hazardous chemical spill, radiation release):

- "Go box" containing emergency tools such as list of students and staff, emergency phone numbers, flashlights, walkie-talkie system, map and school floor plan, and the location of power and utility connections
- Provision and maintenance of emergency supplies (such as first aid equipment, posted signs, and communication equipment) in identified, predetermined locations including in all buildings and buses; and at all indoor and outdoor school-sponsored events
- Plans for dismissing school early, evacuating students to a safer location, and locking down the building
- Designated reunion areas for students and families
- Procedures for handling suspicious packages or envelopes, including actions to minimize exposure to biological and chemical agents

Keep in mind the following when addressing crises of a socio-emotional nature (e.g., death or serious injury of a student or staff member, act of violence, suicide/suicide attempt):

- The privacy/confidentiality rights of those involved (e.g., students and their families, those reporting the incident)
- The legal responsibilities of individuals and schools
- The importance of focusing on prevention and health promotion in response to socio-emotional crises

Special Consideration Box

Death of a Student or Staff to Suicide

While it is important for schools to treat all student or staff deaths in the same way, schools should be aware of issues specific to suicide. Adolescents are vulnerable to the risk of suicide contagion. This is a process by which exposure to a suicide or suicidal behavior of one or more persons influences others to commit or attempt suicide. It is important not to simplify, glamorize, or romanticize the student or his/her death. Organizing school assemblies to honor the student, planting a tree, hanging a plaque, holding memorial activities, dedicating the yearbook or pages in the yearbook, proms, athletic events, or advertisements to the deceased are discouraged. Instead, the deceased should be memorialized by encouraging and supporting suicide prevention activities of local, state, or national organizations. (After a Suicide: A Toolkit for Schools [Suicide Prevention Resource Center and American Foundation for Suicide Prevention] <http://www.afsp.org/files/Surviving/toolkit.pdf>)

Listed below are a number of resources that provide step by step guidance for how a school should handle the death of a student or staff to suicide:

Virginia Department of Education's Suicide Prevention Guidelines
<http://www.doe.virginia.gov/support/prevention/suicide/index.shtml>

Virginia Department of Education's Crisis Management and Emergency Response in Virginia Schools Guidelines
http://www.doe.virginia.gov/support/safety_crisis_management/emergency_crisis_management/index.shtml

After a Suicide: A Toolkit for Schools (Suicide Prevention Resource Center and American Foundation for Suicide Prevention)
<http://www.afsp.org/files/Surviving/toolkit.pdf>

Resources

Virginia Student Conduct Policy Guidelines

http://www.doe.virginia.gov/boe/guidance/safety/student_conduct.pdf

Virginia School Safety Audit Program - Virginia School Safety Survey Homepage

<http://www.dcs.virginia.gov/surveysupport/schoolaudit/index.cfm>

Visit the **Virginia Department of Education's Emergency and Crisis Management** webpage for the following documents:

- First Aid Guide for School Emergencies
- The Virginia Educator's Guide for Planning and Conducting School Emergency Drills
- Resource Guide for Crisis Management in Virginia Schools
- Model School Crisis Management Plan
- Virginia Department of Education School Exit Drill Form

http://www.doe.virginia.gov/support/safety_crisis_management/emergency_crisis_management/index.shtml

Threat Assessment in Schools: A guide to managing threatening situations and to creating safe school climates

http://www.secretservice.gov/ntac/ssi_guide.pdf

Does your school foster positive school climate?

School climate refers to the quality and character of school life. School climate is based on perception of students', parents' and school personnels' experience of school life and reflects norms, goals, values, interpersonal relationships, teaching and learning practices, and organizational structures. A sustainable, positive school climate fosters youth development and learning necessary for a safe, productive, and satisfying life (National School Climate Council).

Do students and staff feel safe at school?

- ☐ Students and adults feel safe from physical and/or emotional harm in the school
- ☐ Clearly communicated rules about physical and emotional harm (including incidents of violence, verbal abuse, and bullying)
- ☐ Clear and consistent enforcement and norms for adult intervention in cases of physical and emotional harm (including incidents of violence, verbal abuse, and bullying)
- ☐ Faculty and staff encourage students to ask for help if there is a problem
- ☐ Faculty and staff take action to solve problems reported by students or their parents

Does your school encourage a positive teaching and learning environment?

- ☐ Staff use supportive teaching practices (e.g., encouragement and constructive feedback, varied opportunities to demonstrate knowledge and skills, support for risk taking and independent thinking)
- ☐ Staff use supportive classroom management strategies (e.g., simple signals for attention; physical arrangement that minimizes distraction and crowding; posting, teaching, reviewing and providing feedback on expectations)
- ☐ Faculty and staff offer praise of students' behavior to students and their parents
- ☐ Teachers, students, and parents expect success in academic and behavioral endeavors
- ☐ Deliberate efforts are made to develop social and emotional competencies among all students (cooperation, conflict resolution, and helping others and yourself)
- ☐ Deliberate efforts are made to foster resilience by developing key characteristics (competence, confidence, connection, character, contribution, coping, and control)

Does your school encourage positive relationships and a sense of connectedness?

- ☐ Faculty and staff promote respect for and appreciation of individual differences (student-student; adult-student; adult-adult)
- ☐ Intentional efforts are made to build and maintain caring and supportive relationships among students, staff, and families
- ☐ Intentional efforts are made to foster a sense of belonging among both students and staff
- ☐ At least one adult communicates personally with each student each day
- ☐ Faculty and staff promote active parent and community participation in the school

Has your school taken steps to institutionalize the promotion of a positive school climate?

- ☐ Incorporate school climate as part of a comprehensive schoolwide plan for preventing school injury and violence and promotion of academic, social, and emotional learning
- ☐ Incorporate school climate into the school's mission statement, policies, procedures, and practices
- ☐ Implement evidence based programs for establishing school norms of caring and support and the promotion of social and emotional learning
- ☐ Assess perceptions of school climate by students, teachers, and families and use results of such assessments to guide decision making
- ☐ Include students and families in the planning and implementation of school climate initiatives

Resources**National School Climate Center**

<http://www.schoolclimate.org/index.php>

Positive Youth Development

http://findyouthinfo.gov/topic_pyd.shtml

The Virginia Department of Health offers free training, school curriculum, resources, and consultation on violence, bullying, and suicide prevention. Visit www.vdh.virginia.gov/ofhs/prevention/ to learn more about these programs.

CDC: Adolescent and School Health Connectedness

<http://www.cdc.gov/healthyyouth/adolescenthealth/connectedness.htm>

Safe Physical Environment and Safe Transportation

Does your school provide and maintain a safe physical environment and safe transportation?

Does the health education curriculum address all of these topics on preventing unintentional injuries, violence and suicide?

- ☐ Flooring surfaces are slip-resistant and stairways have sturdy handrails
- ☐ Poisons and chemical hazards are labeled and stored in locked cabinets
- ☐ Emergency supplies (such as first aid equipment, posted signs, and communication equipment) and notices describing safety procedures are available at identified, predetermined locations including in all buildings and buses and at all indoor and outdoor school-sponsored events
- ☐ A variety of methods are used to keep weapons out of the school environment
- ☐ Exposure of students and staff to live animals is limited
- ☐ All areas of the school including stairways, hallways and restrooms have sufficient lighting and secluded areas are sealed off or supervised
- ☐ Smoke alarms, carbon monoxide detectors, sprinklers, and fire extinguishers are installed, operational, and have not expired
- ☐ Accessibility standards (i.e., accommodating disabilities) comply with the Americans with Disabilities Act (ADA)
- ☐ Source control measures are taken in areas such as science laboratories and vocational technical areas
- ☐ Conduct annual comprehensive safety assessment and monthly assessment of playgrounds and sports fields to ensure compliance with the U.S. Consumer Product Safety Commission and ASTM International Guidelines
- ☐ Players and coaches walk the sports field each day to ensure that it is free of potholes, glass, and other safety hazards
- ☐ Designate one person with the responsibility for addressing all hazards
- ☐ Designate a clear procedure for reporting hazards to the responsible person
- ☐ Make repairs immediately after hazards have been identified

Does the school promote pedestrian, bike, skateboard and school bus safety?

- ☐ Pedestrians are offered special protection, including routing of vehicular traffic, crossing guards, escorts, and crosswalks
- ☐ Drop-off and pickup areas for pedestrians, school bus riders, and private vehicle users are clearly marked, separate, safe, and situated to reduce student and staff exposure to vehicle exhaust fumes
- ☐ Assure adequate supervision while students are boarding and exiting vehicles to ensure protection from traffic
- ☐ A safe school bus transportation plan is developed and implemented in accordance with local and state regulations and laws
- ☐ Establish and implement comprehensive training programs for crossing guards, members of safety patrols, staff and students so that students demonstrate acceptable behavior during transportation and during drop-off and pickup
- ☐ Safety should be a primary focus of rules governing student conduct (e.g., keeping passengers seated, using safety belts when available, keeping arms and heads inside windows, eliminating noise and actions that distract drivers)

Resources

Americans with Disabilities Act (ADA)
<http://www.usdoj.gov/crt/ada/adahom1.htm>

ASTM International Guidelines
<http://www.astm.org>

U.S Consumer Product Safety Commission (CPSC)

<http://www.cpsc.gov>

National Program for Playground Safety

<http://www.playgroundsafety.org>

Virginia Poison Center

<http://www.poison.vcu.edu/staff.html>

Regulations Governing Pupil Transportation

<http://www.doe.virginia.gov/support/transportation/regulations>

Pedestrian and Bicycle Information Center

<http://www.pedbikeinfo.org>

Bicycle Helmet Safety Institute

<http://www.bhsi.org>

National Safe Route to School Program

<http://www.saferoutesinfo.org>

Safe Route to School Program

<http://www.saferoutespartnership.org>

Walk and Bike to School

<http://www.walktoschool.org>

International Walk to School Month

<http://www.iwalktoschool.org>

Bikes Belong Coalition

<http://www.bikesbelong.org>

Health and Safety Education

Does your school ensure that essential topics on preventing unintentional injuries, violence and suicide are taught in all grades, sequentially and consistent with state standards?

Does the health education curriculum address all of these topics on preventing unintentional injuries, violence and suicide?

- ☐ Safety hazards in the home, school, and community
- ☐ Dangerous or risky behaviors that might lead to injuries or violence
- ☐ Ways to reduce risk of injuries in case of fire, around water, while riding in a motor vehicle (e.g., motorcycle, scooter, moped, snowmobile), as a bicyclist, skater, or pedestrian, on the playground, at a sport and recreational event and from firearms
- ☐ Proper use of important safety equipment (e.g., safety belts and child restraint devices, helmets, smoke alarms, personal flotation devices, fire extinguishers)
- ☐ What to do if someone is injured and needs help (e.g., calling 911, poison control center, or some other local emergency number)
- ☐ Procedures for safe storage of firearms and ammunition in the home
- ☐ Basic first aid, emergency and life saving procedures
- ☐ Ways to identify, prevent, and respond to multiple forms of violence (e.g., assault, bullying, sexual harassment, dating, domestic and family violence, child abuse and self directed violence)
- ☐ Communication skills for avoiding unintentional injuries and violence
- ☐ Prosocial behaviors (e.g., helping others, being respectful of others, cooperating, being considerate)
- ☐ Fostering resilience by developing key characteristics (competence, confidence, connection, character, contribution, coping, and control)
- ☐ Respecting and appreciating differences (e.g., racial, ethnicity, gender, religious, physical or mental ability, appearance, or other personal characteristics, beliefs and options)
- ☐ Establishing appropriate personal space and boundaries with students and procedures for reporting inappropriate touching
- ☐ Influences on safety-related behaviors including family, peers, school, community, media (e.g., movies, music, video games, internet) society and culture
- ☐ Relationships between alcohol and other drugs and unintentional injuries, violence and suicide
- ☐ Importance of going to safe people or places if a person feels threatened
- ☐ Depression, anxiety and mental health illness for which someone should seek help
- ☐ Warning signs of suicidal ideation
- ☐ Help seeking behaviors for one's self and peers
- ☐ Signs of unhealthy dating relationships
- ☐ Relationship between unhealthy, abusive teen dating relationships and its impact on youth's health and school performance

Does health and safety education use active learning strategies and provide an opportunity to practice the following skills?

- ☐ Managing anger
- ☐ Coping skills
- ☐ Communication
- ☐ Conflict resolution
- ☐ Basic emergency lifesaving (e.g., going to an adult for help, first aid, and cardiopulmonary resuscitation [CPR])
- ☐ Wearing and correctly using protective equipment (e.g., bicycle helmet, seatbelt, eye protection)

Are assignments given to encourage student interaction with family members (e.g., encouraging family discussion of the negative aspects of violence, preparing and practicing a home fire escape plan with family) and community organizations (participating in community advocacy groups such as Students Against Destructive Decisions [SADD] and coordinating school health and safety fairs with community group participation)?

Resources

The **Virginia Department of Health** offers free training, school curriculum, resources, and consultation on injury, violence, bullying, and suicide prevention. Visit www.vdh.virginia.gov/ofhs/prevention/ to learn more about these programs.

Health Smart VA

Visit <http://healthsmartva.pwnet.org/> for health and safety Internet resources for Virginia educators to support the Health Education Standards of Learning. You will find the following:

- Curriculum Resources
- Health and Safety Topics
- SOL Correlations
- Health and Safety News
- Training Opportunities

The Whole Child

<http://wholechildeducation.org/>

National Program for Playground Safety

<http://playgroundsafety.org/>

Safe Kids Worldwide provides news, facts and tips on unintentional injuries.

<http://www.safekids.org/>

Virginia Department of Fire Programs (VDFP Kids) offers fire safety lesson plans that are correlated to meet Virginia Standards of Learning.

http://www.vafire.com/fire_safetyeducation/VDFPKids.html

Governor's Office for Substance Abuse Prevention (GOSAP)

<http://www.publicsafety.virginia.gov/Iniatives/GOSAP/aboutgosap.cfm>

Department of Alcoholic Beverage Control

<http://abc.virginia.gov/education.html>

The Youth Alcohol and Drug Abuse Prevention Project (YADAPP)

Virginia conference that is youth led and dedicated to the prevention of alcohol and drug abuse in Virginia High Schools. This conference is hosted yearly by the Virginia Center for School Safety at the Department of Criminal Justice Services. <http://www.yadapp.com>

National Registry of Evidence-Based Programs and Practices (NREPP)

<http://www.nrepp.samhsa.gov>

i-SAFE inc.

Internet Safety Education

<http://isafe.org>

Net Smartz

<http://netsmartz.org>

Children's Safety Network

The resource center for child and adolescent injury and violence prevention.

<http://www.childrenssafetynetwork.org>

National Crime Prevention Council – Be Safe and Sound Resources

- Tips Sheets: Stopping School Violence
- School Safety and Security Toolkit
- School Safety and Security Newsletter

<http://www.rcpc.org/>

National Teen Dating Abuse Hotline

<http://www.loveisrespect.org>

Physical Education and Other Physical Activity Programs

Does your school develop, teach and implement physical education safety practices?

Does the physical education program implement and enforce all of the following safety practices?

- ☐ Engage in active supervision (e.g., observing, listening to students, anticipating and effectively responding to unsafe situations, discouraging pushing and bullying)
- ☐ Encourage prosocial behaviors such as cooperation, conflict resolution, helping others
- ☐ Use protective clothing and safety gear that is appropriate to child's size and meets equipment safety standards
- ☐ Use safe, age-appropriate equipment
- ☐ Minimize exposure to sun, smog, and extreme temperatures
- ☐ Use infection control practices for handling blood and other body fluids
- ☐ Injury prevention (e.g., wearing protective sports gear, providing concussion education, requiring physical examinations, ensuring physical activity facilities are safe)

Resources

Health Smart VA

Visit <http://healthsmartva.pwnet.org/> for health and safety Internet resources for Virginia educators to support the Health Education Standards of Learning. You will find the following:

- Curriculum Resources
- Health and Safety Topics
- SOL Correlations
- Health and Safety News
- Training Opportunities

Virginia High School League serves their youth by establishing and maintaining standards for student activities and competitions that promote education, personal growth, sportsmanship, leadership and citizenship. <http://vhsl.org/>

CDC has developed several free online tool kits for coaches, physical activity teachers, nurses, and school staff entitled:

- Heads Up to Schools: Know Your ABCs
- Heads Up: Concussion in Youth Sports
- Heads Up: Concussion in High School Sports

<http://www.cdc.gov/concussion/headsup/index.html>

Does your school ensure that playgrounds meet or exceed safety standards?

Does the school or district ensure that playgrounds meet or exceed recommended safety standards (Consumer Product Safety Commission [CPSC] or ASTM International) for design, installation, and maintenance, in all of the following ways?

- ☐ Use recommended depth and type of safety surfaces under playground equipment (absorbent surfacing can significantly reduce head, face, oral or musculoskeletal injuries)
- ☐ Use equipment designed with spaces and angles that eliminate head and neck entrapment
- ☐ Designate boundaries around equipment (e.g., swings) so that students on foot are unlikely to be struck and children falling or jumping off equipment will land on absorbent surfacing
- ☐ Separate playgrounds from motor vehicle and bicycle traffic
- ☐ Select and position equipment to reduce students' play on hot surfaces
- ☐ Maintain equipment for safe use and removing unsafe equipment
- ☐ Ensure that staff are trained in developmental appropriateness of different types of playground equipment
- ☐ Develop, implement, and enforce rules for safe use of the playground (e.g., no running or pushing, use of age-appropriate equipment)

Resources

Request a Certified Playground Safety Inspector from the **National Recreation and Park Association**
<http://www.nrpa.org/Content.aspx?id=3531>

The Consumer Product Safety Commission's Handbook for Public Playground Safety
<http://www.cpsc.gov/cpscpub/pubs/325.pdf>

National Program for Playground Safety
<http://playgroundsafety.org>

American Society for Testing and Materials
<http://www.astm.org/Standard/index.shtml>

Virginia Department of Health
Traumatic Brain Injury Prevention related to playground safety
www.vdh.virginia.gov/ofhs/prevention/

Does your school ensure physical activity programs and facilities meet or exceed safety standards?

Does the school ensure that spaces and facilities for physical activity meet or exceed recommended CPSC or ASTM safety standards for design, installation, and maintenance in the following ways?

- ☐ Regular inspection and repair of indoor and outdoor playing surfaces, including those on playgrounds and sports fields
- ☐ Padded goal posts and gym walls
- ☐ Breakaway bases for baseball and softball
- ☐ Securely anchored portable soccer goals that are stored in a locked facility when not in use
- ☐ Bleachers that minimize the risk for falls
- ☐ Pool safety program includes:
 - pools designed, constructed, and retrofitted to eliminate entrapment
 - slip-resistant surfaces near swimming pool
 - maintenance of pool water chemistry
 - enforcing rules of student conduct
 - constant staff observation of all students
 - staff trained in the prevention of drowning, in near-drowning resuscitation, and in prevention and initial management of diving injuries

Does your school ensure athletics meet or exceed safety requirements?

Does the school athletic program implement and enforce all the following safety requirements?

- ☐ Require physical examination by physician before participation
- ☐ Avoid excesses in training regime that may result in injuries (e.g., heat stroke, exhaustion, dehydration, sprains, strains)
- ☐ Establish criteria, including clearance by a health-care provider, before allowing further participation in practice or re-entry into game play after a head injury
- ☐ Reward good sportsmanship, teamwork, and adherence to safety rules
- ☐ Strictly enforce prohibitions against alcohol and drug use
- ☐ Strictly enforce prohibitions against violence and aggression by students, spectators, coaches, and other persons during sporting events
- ☐ Strictly enforce prohibitions against dangerous athletic behaviors (e.g., spearing in football, high sticking in hockey, throwing bat in baseball)
- ☐ Report all sports-related injuries to the appropriate authority
- ☐ Record physical and mental baseline scores for high school student athletes
- ☐ Frequently inspect protective gear and equipment and replace if worn, damaged, or outdated (e.g. eyewear, helmets, safety pads)
- ☐ Safety gear worn by students should fit properly
- ☐ Protective gear should be worn during practice sessions as well as during competition

Resources

American Red Cross Health and Safety Services

<http://www.redcross.org/take-a-class>

Virginia High School League

<http://www.vhsl.org>

National Operating Committee on Standards for Athletic Equipment

<http://www.nocsae.org/standards/documents.html>

Virginia Department of Education, Health Education, Physical Education, and Driver Education

<http://www.doe.virginia.gov>

CDC has developed several a free online tool kits for coaches, physical activity teachers, nurses, and school staff entitled:

- Heads Up to Schools: Know Your ABCs
- Heads Up: Concussion in Youth Sports
- Heads Up: Concussion in High School Sports

<http://www.cdc.gov/concussion/headsup/index.html>

First Aid Guide for School Emergencies

http://www.doe.virginia.gov/support/health_medical/health_emergencies/first_aid_emergencies.pdf

Virginia Department of Education

- Model School Crisis Management Plan
- Resource Guide for Crisis Management in Virginia Schools

http://www.doe.virginia.gov/support/safety_crisis_management/emergency_crisis_management/index.shtml

Pool Safety

Virginia Graeme Baker Pool and Spa Safety Act

<http://www.poolsafety.gov>

Nutrition Services

Does your school provide a clean, safe, pleasant cafeteria?

Does the school provide students with a clean, safe, and pleasant cafeteria, according to the following criteria?

- ☐ Physical structure (e.g., walls, floor covering) is well maintained
- ☐ Tables and chairs are safe, sanitary and are of appropriate size for all students
- ☐ Adequate space is available for seating (not more than 100% capacity)
- ☐ Rules for safe behavior (e.g., no running, no bullying or violence, no throwing food or utensils) are enforced
- ☐ Tables and floors are cleaned between lunch periods or shifts
- ☐ Age-appropriate decorations are used
- ☐ Appropriate practices are used to prevent excessive noise levels (e.g., no whistles)
- ☐ Smells are pleasant and not offensive
- ☐ Appropriate eating devices are available when needed for students with special health care needs
- ☐ Appropriate signage is used after floors are washed to prevent slips and falls
- ☐ Spills are cleaned up promptly with proper cleaning solutions

Does your school ensure everyone who prepares, serves, or eats food in the school environment takes steps to keep it safe?

- ☐ Develop policies and procedures to ensure that all food stored, prepared, served, or consumed at school is as safe as possible
- ☐ Incorporate food safety into a crisis management plan
- ☐ Establish policies and procedures for reporting suspected outbreaks to the local health department
- ☐ Train staff on food safety policies, procedures, and plans
- ☐ Encourage hand-washing and model proper hand-washing techniques
- ☐ Ensure foodservice equipment is working properly

Resources

National Coalition for Food Safe Schools

resources to reduce foodborne illness by improving food safety in schools.

<http://www.foodsafeschools.org>

National Food Service Management Institute

<http://www.nfsmi.org>

Is your school prepared for food emergencies?

Are school food service staff and cafeteria monitors (e.g., teachers, aides) trained to respond quickly and effectively to the following types of food emergencies?

- ☐ Choking
- ☐ Natural disasters (e.g., electrical outages affecting refrigeration)
- ☐ Medical emergencies (e.g., severe food allergy reactions, diabetic reactions)
- ☐ Attempts to introduce biological or other hazards into the food supply
- ☐ Situations that require students or others to be fed and shelter in the school

Know the Law

Codes of Virginia

§ 22.1-273.2. C. By the beginning of the 2012-13 school year, local school boards shall copy and implement policies for the possession and administration of epinephrine in every school, to be administered by a school nurse or an employee of the school board who is authorized and trained in the administration of epinephrine to any student believed to have an anaphylactic reaction.

§54.1-3408. D. Pursuant to an order or standing protocol issued by the prescriber within the course of his professional practice, a school nurse, or any school board employee who is authorized and trained in the administration of epinephrine, may possess and administer epinephrine.

§ 8.01-225. 10. Is a school nurse or an employee of a school board, authorized by a prescriber and trained in the administration of epinephrine, who provides, administers, or assists in the administration of epinephrine to a student believed in good faith to be having an anaphylactic reaction, or is the prescriber of the epinephrine, shall not be liable for any civil damages for ordinary negligence in acts or omissions resulting from the rendering of such treatment.

Resources

National Poison Control Center

1-800-222-1222

<http://www.poison.org>

Virginia Poison Center

<http://www.poison.vcu.edu/about.html>

American Red Cross Health and Safety Services

<http://www.redcross.org/take-a-class>

First Aid Guide for School Emergencies

http://www.doe.virginia.gov/support/health_medical/health_emergencies/first_aid_emergencies.pdf

Resource Guide for Crisis Management in Virginia Schools

http://www.doe.virginia.gov/support/safety_crisis_management/emergency_crisis_management/index.shtml

Managing Food Allergies in Schools guidance is located in the Guidelines for Specialized Health Care Procedures

http://www.doe.virginia.gov/support/health_medical/specialized_health_care_procedures/special_care_issues.pdf

The Food Allergy & Anaphylaxis Network

School Guidelines for Managing Students with Food Allergies

<http://www.foodallergy.org/page/food-guidelines-for-managing-students-with-food-allergies>

School Health, Counseling, Psychological and Social Services

Does your school promote health and safety among students and families?

Does the school nurse or other health, counseling, psychological or social service provider promote injury, violence and suicide prevention for students and their families in the following ways?

- ☐ Implementation of evidence-based programs
- ☐ Distribution of educational materials
- ☐ Individual advice or counseling
- ☐ Small group or classroom discussions
- ☐ Presentations
- ☐ Bulletin board displays
- ☐ School newspaper/publications

Does the school ensure that adequate staff with current training in basic first aid and lifesaving techniques are available to students and staff on-site and at all off-site school-sponsored activities?

Basic first aid and lifesaving skills include the following:

- ☐ Cervical spine protection
- ☐ Heimlich maneuver
- ☐ Cardiopulmonary resuscitation (CPR)
- ☐ Use of an automated external defibrillator (AED)
- ☐ Specialized emergency procedures for those who need them

Does the school provide a multidisciplinary student assistance team to assist each individual student who may be experiencing problems (educational, behavioral, developmental, or any health- or safety-related problem)?

- ☐ At a minimum, include a school nurse, mental health professional, the student's teachers, and school administrator on the team

Resources

National Registry of Evidence-Based Programs and Practices (NREPP)

<http://www.nrepp.samhsa.gov/>

Suicide Prevention Resource Center Best Practice Registry

<http://www2.sprc.org/bpr/index>

Virginia School Health Guidelines

http://www.doe.virginia.gov/support/health_medical/virginia_school_health_guidelines/components.pdf

The Whole Child

<http://www.wholechildeducation.org/>

The **Virginia Department of Health** offers free training, school curriculum, resources, and consultation on injury, violence, bullying, and suicide prevention. Visit www.vdh.virginia.gov/ofhs/prevention/ to learn more about these programs.

American Red Cross Health and Safety Services

<http://www.redcross.org/take-a-class>

Does your school establish strong community links for referral?

Has the school established strong links with school district services and community resources and identified referral providers for the following services?

- ☐ Counseling after a student death, suicide threat, suicide attempt, or terrorist attack
- ☐ Counseling victims of child abuse or neglect, intimate partner violence, or sexual assault
- ☐ Counseling those who witness violence at home, at school, or in the community
- ☐ Services for learning or emotional disabilities
- ☐ Training in anger management
- ☐ Mental health services, particularly for depression, suicide ideation and for students who have lost relatives or close friends
- ☐ Treatment for alcohol or substance use

Does the school take school-wide actions when many students share a sense of loss or of trauma?

- ☐ Make all students aware that doors are open for communication
- ☐ Invite the school or district crisis team to the site so that they may implement strategies to help students who are experiencing loss
- ☐ Be sure teachers have ready access to those strategies
- ☐ Ensure that staff has easy access to lists of mental health resources in the school, district and community

Are students who are suspended or expelled provided with immediate professional support and continuous adult supervision during school hours? Suspension and expulsion should always be accompanied by a referral to a health and/or mental health professional to identify any underlying problems.

Resources

Virginia Department of Health

The Virginia Department of Health offers free training, school curriculum, resources, and consultation on injury, violence, bullying, and suicide prevention. Visit: www.vdh.virginia.gov/ofhs/prevention/ to learn more about these programs.

Virginia Community Service Board Directory

<http://www.vacsb.org/directory.html>

National Suicide Prevention Lifeline (24/7 crisis support)

1-800-273-TALK www.suicidepreventionlifeline.org

Virginia Sexual and Domestic Violence Action Alliance and Hotline for information, resources and referrals related to sexual assault.

Visit <http://www.vsdvalliance.org> or call 1-800-838-8238 (V/TTY)

Stop It Now! Helpline 1-888-PREVENT (1-888-773-8368) for concerns of sexually inappropriate behaviors in another adult, adolescent or child or in themselves. <http://www.stopitnow.org/help>

Does your school identify and refer students who are victims or perpetrators of violence or at risk for suicide?

Does the school have a system for identifying students who may be at risk of being victims or perpetrators of violence?

Students who may be at risk of being victims or perpetrators of violence include:

- ☐ Victims of child abuse or neglect
- ☐ Victims of dating violence
- ☐ Victims of sexual assault
- ☐ Victims of bullying or harassment
- ☐ Victims of other serious violence
- ☐ Students who have experienced physical or emotional trauma
- ☐ Those who are suspected of carrying weapons or who have a history of violence acts
- ☐ Observers of violence at home, at school, or in the community
- ☐ Those with learning or emotional disabilities
- ☐ Poor academic achievers

Students who may be at risk of suicide include:

- ☐ Previous suicide attempts
- ☐ Access to lethal means (firearms, poisons, prescription medications, etc.)
- ☐ Feeling trapped
- ☐ Feeling like there is no reason or purpose to live
- ☐ Feeling hopeless
- ☐ Withdrawing from friends / family / normal school activities
- ☐ Alcohol and other substance use disorders
- ☐ Family history of suicide
- ☐ Family conflict
- ☐ History of trauma or abuse
- ☐ Loss of some kind (relationship, position on team)
- ☐ Lack of social support and sense of isolation
- ☐ Bullying
- ☐ Perfectionism
- ☐ Unhealthy peer relationships
- ☐ Self-mutilation
- ☐ Signs of a eating disorder
- ☐ Difficulty in adjusting to gender identity

Note: It is important to note that the above lists are not complete. Any student has the capability to be a victim or perpetrator of violence and exhibit suicidal ideation or behavior.

Does the school have a protocol for referring student at risk to appropriate school-based or community-based help?

- ☐ The schools has in place Memorandum of Agreement / Understanding (MOA / MOU) with appropriate community organizations

Resources

Visit the Virginia Department of Education's Emergency and Crisis Management webpage for the following documents:

- Resource Guide for Crisis Management in Virginia Schools
- Model School Crisis Management Plan

http://www.doe.virginia.gov/support/safety_crisis_management/emergency_crisis_management/index.shtml

Virginia Juvenile Law Handbook for School Administrators

<http://www.virginiarules.com/juvenile-law-handbook/JLH-2011.pdf>

**Virginia Department of Education
Suicide Prevention Guidelines**

http://www.doe.virginia.gov/boe/guidance/health/suicide_prevention.pdf

The **Virginia Department of Health** offers free training, school curriculum, resources, and consultation on injury, violence, bullying, and suicide prevention. Visit www.vdh.virginia.gov/ofhs/prevention/ to learn more about these programs.

**Key Resource on Student Threat Assessment –
Virginia Youth Violence Project**

Comprehensive procedures for schools to use in responding to student threats of violence:
<http://curry.virginia.edu/research/labs/youth-violence-project>

**Threat Assessment in Schools: A Guide to Managing
Threatening Situations and to Creating Safe School Climates**

http://www.secretservice.gov/ntac/ssi_guide.pdf

The **Virginia Center for School Safety at the Virginia Department of Criminal Justice Services** offers technical assistance for crisis management planning and training.

<http://www.dcjs.virginia.gov/vcss/>

**U.S. Dept. of Education
National Clearinghouse for Educational Facilities: Safe Schools**

<http://www.edfacilities.org/safeschools/>

Does the school assess the extent of injuries on school property?

Does the school nurse or other service provider systematically collect information on unintentional injuries and violence that occur on school property (including school buses) or that are associated with school-sponsored events?

Information collected should include:

- ☐ Date, time, and place of injury
- ☐ Names of person(s) injured and names of any witnesses
- ☐ Type of injury (e.g., cut, bruise) and location of injury (e.g., face, arm)
- ☐ Activity during which injury occurred (e.g., sporting event, playground, classroom lesson)
- ☐ Agents of injury (e.g., ball, bat, firearm, playground equipment)
- ☐ Contributing factors (e.g., alcohol or drug use, lack of supervision, hazardous equipment, lack of protective gear)
- ☐ Status of injured person(s) (e.g., student, faculty, staff, visitor)
- ☐ Relationship of injured party to others (e.g., relative, member of gang)
- ☐ Intent (e.g., unintentional, assault, self-inflicted)
- ☐ Description of action taken (e.g., first aid administered, emergency medical services called, parent notified, repair and resurfacing of playground)

Does the school track and learn from cases of violence including:

- ☐ establishing clear definitions for all forms of verbal and physical violence?
- ☐ establishing a system responsible for collecting, storing, and analyzing data on violence and suicide incidents?
- ☐ developing brief, user friendly procedures for reporting and recording incidents?
- ☐ assuring that reporting incidents are kept confidential and do not result in negative consequences for the reporter?
- ☐ assuring that all school staff, students, and parents are involved in the reporting process?
- ☐ developing a communication process that transmits results of data analysis to key members of the school community?
- ☐ developing regularly scheduled reports?
- ☐ identifying school and community stakeholders who review data reports and provide leadership in responding to changes or lack of changes in suicide and violent incident trends?
- ☐ consistently analyzing and reviewing the information to inform school policy?
- ☐ taking reports of mental health concerns, suicide ideation, bullying, and violence seriously, responding appropriately and in a timely manner?

Health and Safety Promotion for Staff

Does your school provide training for staff on conflict resolution?

Does the school or district make arrangements for staff to participate in accessible and free or low-cost training programs on conflict resolution either on-site or through a community program off-site?

Does the school or district make arrangements for staff members to participate in accessible and free or low-cost training either on- or off-site in the following areas?

- ☐ First aid
- ☐ Cervical spine protection
- ☐ Heimlich maneuvers
- ☐ Cardiopulmonary resuscitation (CPR)
- ☐ Automated external defibrillators (AED)
- ☐ Specialized emergency procedures for students who need them
- ☐ How to identify students who may need medical care

Know the Law

Code of Virginia

§ 9.1-184. Virginia Center for School Safety established; duties include trainings, resources, and assistance to promote school safety.

Resources

American Red Cross Health and Safety Services

<http://www.redcross.org/take-a-class>

Directors of Health Promotion and Education

School Employee Wellness

<https://www.schoolempwell.org>

Does your school provide staff development to ensure staff are knowledgeable and skillful about unintentional injury, violence, and suicide prevention?

Does staff (administrators and clerical workers, school nurses, teachers, coaches, aides, bus drivers, food service staff, security personnel, grounds and custodial staff, and volunteers) receive professional development on preventing unintentional injuries, violence, and suicide?

Professional development materials should be based on best practices and evidence-based programs. Useful professional development topics include the following:

- ☐ Emergency first aid and cardiopulmonary resuscitation (CPR), cervical spine protection, Heimlich maneuver, or use of automated external defibrillator (AED) and specialized emergency procedures for students who need them
- ☐ Proper use of protective gear (i.e. eyewear, helmets, safety pads)
- ☐ How to maintain a safe playground
- ☐ Use of fire extinguishers
- ☐ Knowledge and implementation of safety rules and prevention practices
- ☐ How to identify students who need medical care
- ☐ How to identify students who are at increased risk for suicide and/or violence and respond to their needs
- ☐ How to identify students who might be victims of physical or sexual abuse and respond to their needs
- ☐ Methods of preventing and responding to bullying, sexual harassment, and threats
- ☐ Know the warning signs of teen dating violence and be able to respond appropriately
- ☐ School and district policies on sexual harassment

- ☐ Use of nonviolent conflict resolution techniques
- ☐ Prevention, intervention, and postvention policies and procedures related to suicide
- ☐ Use of nonviolent conflict resolution techniques
- ☐ Active supervision of students (e.g. observing, listening to students, anticipating and effectively responding to unsafe situations, discouraging pushing and bullying, encouraging prosocial behaviors)
- ☐ Stress management for staff

Does your school encourage all personnel to be positive role models for safe lifestyle and support them in their efforts to do so?

Does staff (administrators and clerical workers, school nurses, teachers, coaches, aides, bus drivers, food service staff, security personnel, grounds and custodial staff, and volunteers) recognize that they are role models to students and practice the following safe behaviors at all times?

- ☐ Wearing safety belt at all times when driving or riding in a vehicle
- ☐ Wearing safety gear when participating in recreational activities (e.g., bike helmets, knee and elbow pads, wrist guards)
- ☐ Abiding by local and state laws at all times
- ☐ Being a safe pedestrian
- ☐ Communicating in a respectful manner with others
- ☐ Modeling healthy relationships

Resources

The **Virginia Department of Health** offers free training, school curriculum, resources, and consultation on injury, violence, bullying, and suicide prevention. Visit www.vdh.virginia.gov/ofhs/prevention/ to learn more about these programs.

Dating Matters is a free 60-minute, online training designed to help educators, youth-serving organizations, and others working with teens understand the risk factors and warning signs associated with teen dating violence. Visit <http://www.cdc.gov/violenceprevention/datingmatters/index.html> to learn more.

National Teen Dating Abuse Helpline
<http://www.loveisrespect.org>

Virginia Sexual and Domestic Violence Action Alliance
<http://www.vsdvalliance.org>

Virginia Department of Criminal Justice Services
<http://www.dcjs.virginia.gov/trainingEvents>

American Red Cross Health and Safety Services
<http://www.redcross.org/take-a-class>

Does your school ensure PE and activity staff are trained in injury prevention, first aid and CPR and provide ongoing staff development?

Does staff (administrators and clerical workers, school nurses, teachers, coaches, trainer, aides, bus drivers, food service staff, security personnel, grounds and custodial staff, and volunteers) receive professional development on preventing sports related injuries and violence?

Useful professional development topics include the following:

- ☐ Emergency first aid and cardiopulmonary resuscitation (CPR), cervical spine protection, Heimlich maneuver, or use of automated external defibrillator (AED) and specialized emergency procedures for students who need them
- ☐ How to identify students who need medical care
- ☐ How to identify students who are at increased risk for suicide and/or violence and respond to their needs

- How to identify students who might be victims of physical or sexual abuse and respond to their needs
- Proper use of protective gear (i.e. eyewear, helmets, safety pads)
- Knowledge and implementation of safety rules and prevention practices
- Methods of preventing and responding to bullying, sexual harassment, and threats
- School and district policies on sexual harassment
- Use of nonviolent conflict resolution techniques
- Active supervision of students (e.g., observing, listening to students, anticipating and effectively responding to unsafe situations, discouraging pushing and bullying, encouraging prosocial behaviors)

Resources

National Association for Sports and Physical Education

<http://www.aahperd.org/naspe/>

CDC has developed several free online tool kits for coaches, physical activity teachers, nurses, and school staff entitled:

- Heads Up to Schools: Know Your ABCs
- Heads Up: Concussion in Youth Sports
- Heads Up: Concussion in High School Sport

<http://www.cdc.gov/concussion/headsup/index.html>

First Aid Guide for School Emergencies

http://www.doe.virginia.gov/support/health_medical/health_emergencies/first_aid_emergencies.pdf

National Program for Playground Safety

<http://playgroundsafety.org/>

The **Virginia Department of Health** offers free training, school curriculum, resources, and consultation on injury, violence, bullying, and suicide prevention. Visit www.vdh.virginia.gov/ofhs/prevention/ to learn more about these programs.

Virginia Youth Violence Project provides training on student threat assessment and reduction strategies

<http://youthviolence.edschool.virginia.edu/threat-assessment/training.html>

Virginia Department of Criminal Justice Services

<http://www.dcjs.virginia.gov/>

American Red Cross Health and Safety Services

<http://www.redcross.org/take-a-class>

Student, Family and Community Involvement

Does your school educate families and promote effective parenting strategies?

Does the school give families opportunities to learn about health and safety topics by:

- ☐ providing or sending home educational materials (e.g., brochures, newsletter articles, public access television, websites, introductions to curricula, and homework assignments that involve family participation)?
- ☐ encouraging family involvement in school-sponsored activities (e.g. parent/teacher meetings, parent seminars, field days, bicycle rodeos, safety towns, family events, health fairs, and walkathons)?

Does the school's parent education program address the following information and effective parenting strategies?

- ☐ Child and adolescent developmental milestones, risk and protective factors and asset-building strategies
- ☐ Praising and rewarding desirable behavior
- ☐ Staying actively involved with children in fun activities
- ☐ Making time to listen and talk with their children
- ☐ Making a small number of clear, understandable rules designed to increase level of self-management (e.g., routine household chores, homework, time spent using TV, computer and cell phone)
- ☐ Consistently enforcing family rules with consequences (e.g., an additional chore, restricting TV/computer/cell phone use for the evening)
- ☐ Monitoring children's daily activities (influence of mass media [e.g. TV, computer, cell phone, film and music], knowing child's whereabouts and friends)
- ☐ Modeling nonviolent responses to conflict
- ☐ Promoting safety and preventing unintentional injuries
- ☐ Preventing violence and suicide
- ☐ Being informed, knowing warning signs and educating child/ren about internet safety

Resources

The **Virginia Department of Health** offers free training, school curriculum, resources, and consultation on injury, violence, bullying, and suicide prevention. Visit www.vdh.virginia.gov/ofhs/prevention/ to learn more about these programs.

National Registry of Evidence-Based Programs and Practices (NREPP)

<http://www.nrepp.samhsa.gov/>

Safe Schools Healthy Students

<http://www.sshs.samhsa.gov/>

National Center for Mental Health Promotion and Youth Violence Prevention

<http://www.promoteprevent.org>

Virginia PTA

<http://www.vapta.org>

National PTA

Parent Resources

<http://www.pta.org>

Prevent Child Abuse Virginia

<http://pcav.org/> or 1-800-CHILDREN

i-SAFE Inc.

Internet Safety Education

<http://www.isafe.org/>

Net Smartz

www.netsmartz.org

Does your school encourage parent and community involvement in programs?

Do parents and other community members help plan and implement school health and safety programs?

- ☐ Volunteering to help in the classroom, cafeteria, or with special events
- ☐ Serving on school health curriculum review, or program planning committees
- ☐ Designing or conducting a needs assessment or program evaluation

Does your school promote community-based programs?

- ☐ School staff informs students and their families about community-based safety and violence-prevention programs

Resources

The **Virginia Department of Health** has available a variety of free injury and violence prevention tip cards. Visit www.vdh.virginia.gov/ofhs/prevention/ to download the order form or call 1-800-732-8333.

Safe Kids Worldwide provides news, facts and tips on unintentional injuries.
<http://www.safekids.org>

Virginia PTA
www.vapta.org

U.S. Department of Education
Work With Parents & The Community
<http://www.ed.gov/admins/comm/parents/edpicks.jhtml?src=ln>

Safe School and Safe Student in Virginia Summary of Resources

Here you will find a summary of all of the resources listed throughout this guide.

This guide was adapted from the three national resources below:

The Centers for Disease Control and Prevention's (CDC)
School Health Guidelines for Preventing Unintentional Injuries and Violence:
<http://www.cdc.gov/mmwr/preview/mmwrhtml/rr5022a1.htm>

The Centers for Disease Control and Prevention's (CDC)
School Health Index: <http://www.cdc.gov/HealthyYouth/SHI/>

The American Academy of Pediatrics (AAP), National Association of School Nurses (NASN), Maternal Child Health Bureau (MCHB) Health,
Mental Health and Safety Guidelines for Schools: <http://www.nationalguidelines.org>

School Health and Safety Policies

Virginia Student Conduct Policy Guidelines

http://www.doe.virginia.gov/boe/guidance/safety/student_conduct.pdf

Virginia School Safety Audit Program - Virginia School Safety Survey Homepage

<http://www.dcjs.virginia.gov/surveysupport/schoolaudit/index.cfm>

National School Climate Center

<http://www.schoolclimate.org/index.php>

Positive Youth Development

http://findyouthinfo.gov/topic_pyd.shtml

The **Virginia Department of Health** offers free training, school curriculum, resources, and consultation on violence, bullying, and suicide prevention. Visit www.vdh.virginia.gov/ofhs/prevention/ to learn more about these programs.

CDC: Adolescent and School Health Connectedness

<http://www.cdc.gov/healthyouth/adolescenthealth/connectedness.htm>

Virginia Department of Education's Suicide Prevention Guidelines

<http://www.doe.virginia.gov/support/prevention/suicide/index.shtml>

Virginia Department of Education's Crisis Management and Emergency Response in Virginia Schools guidelines

http://www.doe.virginia.gov/support/safety_crisis_management/emergency_crisis_management/index.shtml

After a Suicide: A Toolkit for Schools (Suicide Prevention Resource Center and American Foundation for Suicide Prevention)

<http://www.afsp.org/files/Surviving/toolkit.pdf>

Visit the **Virginia Department of Education's Emergency and Crisis Management** webpage for the following documents:

- First Aid Guide for School Emergencies
- The Virginia Educator's Guide for Planning and Conducting School Emergency Drills
- Resource Guide for Crisis Management in Virginia Schools
- Model School Crisis Management Plan
- Virginia Department of Education School Exit Drill Form

http://www.doe.virginia.gov/support/safety_crisis_management/emergency_crisis_management/index.shtml

Threat Assessment in Schools: A guide to managing threatening situations and to creating safe school climates

http://www.secretservice.gov/ntac/ssi_guide.pdf

Safe Physical Environment and Safe Transportation

Americans with Disabilities Act (ADA)

<http://www.usdoj.gov/crt/ada/adahom1.htm>

American Society for Testing and Materials (ASTM)

<http://www.astm.org>

U.S Consumer Product Safety Commission (CPSC)

<http://www.cpsc.gov>

National Program for Playground Safety

<http://playgroundsafety.org/>

Virginian Poison Center

<http://www.poison.vcu.edu/staff.html>

Regulations Governing Pupil Transportation

<http://www.doe.virginia.gov/support/transportation/regulations/>

Pedestrian and Bicycle Information Center

<http://www.pedbikeinfo.org/>

Bicycle Helmet Safety Institute

<http://www.bhsi.org/>

National Safe Route to School Program

<http://saferoutesinfo.org>

Safe Route to School Program

<http://www.saferoutespartnership.org/>

Walk and Bike to School

<http://www.walktoschool.org>

International Walk to School Month

<http://www.iwalktoschool.org>

Bikes Belong Coalition

<http://bikesbelong.org>

Health and Safety Education

The **Virginia Department of Health** offers free training, school curriculum, resources, and consultation on injury, violence, bullying, and suicide prevention. Visit www.vdh.virginia.gov/ofhs/prevention/ to learn more about these programs.

Health Smart VA

Visit <http://healthsmartva.pwnet.org/> for health and safety Internet resources for Virginia educators to support the Health Education Standards of Learning. You will find the following:

- Curriculum Resources
- Health and Safety Topics
- SOL Correlations
- Health and Safety News
- Training Opportunities

The Whole Child

<http://www.wholechildeducation.org/>

National Program for Playground Safety

<http://playgroundsafety.org/>

Safe Kids Worldwide provides news, facts and tips on unintentional injuries.

<http://www.safekids.org>

Virginia Department of Fire Programs (VDFP Kids) offers fire safety lesson plans that are correlated to meet Virginia Standards of Learning. http://www.vafire.com/fire_safety_education/VDFPKids.html

Governor's Office for Substance Abuse Prevention (GOSAP)
<http://www.publicsafety.virginia.gov/Initiatives/GOSAP/>

Department of Alcoholic Beverage Control
<http://abc.virginia.gov/education.html>

The Youth Alcohol and Drug Abuse Prevention Project (YADAPP)

Virginia conference that is youth led and dedicated to the prevention of alcohol and drug abuse in Virginia High Schools. This conference is hosted yearly by the Virginia Center for School Safety at the Department of Criminal Justice Services.
<http://www.yadapp.com>

National Registry of Evidence-Based Programs and Practices (NREPP)
<http://www.nrepp.samhsa.gov/>

i-SAFE inc.
Internet Safety Education
<http://isafe.org/>

Net Smartz
www.netsmartz.org

Children's Safety Network
The resource center for child and adolescent injury and violence prevention.
<http://www.childrenssafetynetwork.org/>

National Crime Prevention Council - Be Safe and Sound Resources

- Tips Sheets: Stopping School Violence
- School Safety and Security Toolkit
- School Safety and Security Newsletter

<http://www.ncpc.org/>

National Teen Dating Abuse Hotline
<http://www.loveisrespect.org>

Physical Education and other Physical Activity Programs

Health Smart VA

Visit <http://healthsmartva.pwnet.org/> for health and safety Internet resources for Virginia educators to support the Health Education Standards of Learning. You will find the following:

- Curriculum Resources
- Health and Safety Topics
- SOL Correlations
- Health and Safety News
- Training Opportunities

Virginia High School League serves their youth by establishing and maintaining standards for student activities and competitions that promote education, personal growth, sportsmanship, leadership and citizenship. <http://www.vhsl.org/>

CDC has developed several free online tool kits for coaches, physical activity teachers, nurses, and school staff entitled: Heads Up to Schools: Know Your ABCs

- Heads Up to Schools: Know Your ABCs
- Heads Up: Concussion in Youth Sports
- Heads Up: Concussion in High School Sports

<http://www.cdc.gov/concussion/headsup/index.html>

Request a Certified Playground Safety Inspector from the **National Recreation and Park Association**
<http://www.nrpa.org/Content.aspx?id=3531>

The Consumer Product Safety Commission's Handbook for Public Playground Safety
<http://www.cpsc.gov/cpscpub/pubs/325.pdf>

National Program for Playground Safety
<http://playgroundsafety.org/>

American Society for Testing and Materials (ASTM)
<http://www.astm.org/Standard/index.shtml>

Virginia Department of Health
Traumatic Brain Injury Prevention related to playground safety
<http://www.vdh.virginia.gov/ofhs/prevention/>

American Red Cross Health and Safety Services
<http://www.redcross.org/take-a-class>

Virginia High School League
<http://www.vhsl.org>

National Operating Committee on Standards for Athletic Equipment
<http://www.nocsa.org/standards/documents.html>

Virginia Department of Education, Health Education, Physical Education, and Driver Education
<http://www.doe.virginia.gov/>

First Aid Guide for School Emergencies
http://www.doe.virginia.gov/support/health_medical/health_emergencies/first_aid_emergencies.pdf

Virginia Department of Education

- Model School Crisis Management Plan
- Resource Guide for Crisis Management in Virginia Schools

http://www.doe.virginia.gov/support/safety_crisis_management/emergency_crisis_management/index.shtml

Pool Safety
Virginia Graeme Baker Pool and Spa Safety Act
<http://www.poolsafely.gov/>

Nutrition Services

National Coalition for Food Safe Schools
resources to reduce foodborne illness by improving food safety in schools.
<http://www.foodsafeschools.org>

National Food Service Management Institute
<http://www.nfsmi.org/>

National Poison Control Center
1-800-222-1222
<http://www.poison.org>

Virginia Poison Center
<http://www.poison.vcu.edu/about.html>

American Red Cross Health and Safety Services
<http://www.redcross.org/take-a-class>

First Aid Guide for School Emergencies
http://www.doe.virginia.gov/support/health_medical/health_emergencies/first_aid_emergencies.pdf

Resource Guide for Crisis Management in Virginia Schools

http://www.doe.virginia.gov/support/safety_crisis_management/emergency_crisis_management/crisis_mgmt_emer-response_guide.pdf

Managing Food Allergies in Schools guidance is located in the Guidelines for Specialized Health Care Procedures

http://www.doe.virginia.gov/support/health_medical/specialized_health_care_procedures/special_care_issues.pdf

The Food Allergy & Anaphylaxis Network

School Guidelines for Managing Students with Food Allergies

<http://www.foodallergy.org/page/food-allergy--anaphylaxis-network-guidelines>

School Health, Counseling, Psychological and Social Services

National Registry of Evidence-Based Programs and Practices (NREPP)

<http://www.nrepp.samhsa.gov/>

Suicide Prevention Resource Center Best Practice Registry

<http://www2.sprc.org/bpr/index>

Virginia School Health Guidelines

http://www.doe.virginia.gov/support/health_medical/virginia_school_health_guidelines/components.pdf

The Whole Child

<http://www.wholechildeducation.org/>

The **Virginia Department of Health** offers free training, school curriculum, resources, and consultation on injury, violence, bullying, and suicide prevention. Visit www.vdh.virginia.gov/ofhs/prevention/ to learn more about these programs.

American Red Cross Health and Safety Services

<http://www.redcross.org/take-a-class>

Virginia Community Service Board Directory

<http://vacsb.org/directory.html>

National Suicide Prevention Lifeline (24/7 crisis support)

1-800-273-TALK www.suicidepreventionlifeline.org

Virginia Sexual and Domestic Violence Action Alliance and Hotline for information, resources and referrals related to sexual assault. Visit <http://www.vsdvalliance.org> or call 1-800-838-8238 (V/TTY)

Stop It Now! Helpline 1-888-PREVENT (1-888-773-8368) for concerns of sexually inappropriate behaviors in another adult, adolescent or child or in themselves. <http://www.stopitnow.org/help>

Visit the **Virginia Department of Education's Emergency and Crisis Management** webpage for the following documents:

- Resource Guide for Crisis Management in Virginia Schools
- Model School Crisis Management Plan

http://www.doe.virginia.gov/support/safety_crisis_management/emergency_crisis_management/index.shtml

Key Resource on Student Threat Assessment -**Virginia Youth Violence Project**

Comprehensive procedures for schools to use in responding to student threats of violence:

<http://curry.virginia.edu/research/labs/youth-violence-project>

Threatening Situations and to Creating Safe School Climates

http://www.secretservice.gov/ntac/ssi_guide.pdf

The Virginia Center for School Safety at the Virginia Department of Criminal Justice Services

offers technical assistance for crisis management planning and training.

<http://www.dcjs.virginia.gov/vcss/>

U.S. Dept. of Education**National Clearinghouse for Educational Facilities: Safe Schools**

<http://www.ncef.org/safeschools/index.cfm>

Health and Safety Promotion for Staff

American Red Cross Health and Safety Services

<http://www.redcross.org/take-a-class>

Directors of Health Promotion and Education

School Employee Wellness

<http://schoolempwell.org>

The **Virginia Department of Health** offers free training, school curriculum, resources, and consultation on injury, violence, bullying, and suicide prevention. Visit www.vdh.virginia.gov/ofhs/prevention/ to learn more about these programs.

Dating Matters is a free 60-minute, online training designed to help educators, youth-serving organizations, and others working with teens understand the risk factors and warning signs associated with teen dating violence.

Visit <http://www.cdc.gov/violenceprevention/DatingMatters/index.html> to learn more.

National Teen Dating Abuse Helpline

<http://www.loveisrespect.org>

Virginia Sexual and Domestic Violence Action Alliance

<http://www.vsdvalliance.org>

Virginia Department of Criminal Justice Services

<http://www.dcjs.virginia.gov/trainingEvents/>

National Association for Sports and Physical Education

<http://www.aahperd.org/naspe/>

CDC has developed several free online tool kits for coaches, physical activity teachers, nurses, and school staff entitled:

- Heads Up to Schools: Know Your ABCs
- Heads Up: Concussion in Youth Sports
- Heads Up: Concussion in High School Sports

<http://www.cdc.gov/concussion/headsup/index.html>

First Aid Guide for School Emergencies

http://www.doe.virginia.gov/support/health_medical/health_emergencies/first_aid_emergencies.pdf

National Program for Playground Safety

<http://playgroundsafety.org/>

Virginia Youth Violence Project provides training on student threat assessment and reduction strategies

<http://youthviolence.edschool.virginia.edu/threat-assessment/training.html>

Virginia Department of Criminal Justice Services

<http://www.dcjs.virginia.gov/>

Student, Family and Community Involvement

The **Virginia Department of Health** offers free training, school curriculum, resources, and consultation on injury, violence, bullying, and suicide prevention. Visit www.vdh.virginia.gov/ofhs/prevention/ to learn more about these programs.

National Registry of Evidence-Based Programs and Practices (NREPP)

<http://www.nrepp.samhsa.gov/>

Safe Schools Healthy Students

<http://www.sshs.samhsa.gov/>

National Center for Mental Health Promotion and Youth Violence Prevention
<http://www.promoteprevent.org>

Virginia Department of Education
Suicide Prevention Guidelines
http://www.doe.virginia.gov/boe/guidance/health/suicide_prevention.pdf

Virginia PTA
<http://www.vapta.org>

National PTA
Parent Resources
<http://www.pta.org>

Prevent Child Abuse Virginia
<http://pcav.org/> or 1-800-CHILDREN

i-SAFE Inc.
Internet Safety Education
<http://www.isafe.org/>

Net Smartz
www.netsmartz.org

Safe Kids Worldwide provides news, facts and tips on unintentional injuries.
<http://www.safekids.org>

U.S. Department of Education
Work With Parents & The Community
<http://www.ed.gov/admins/comm/parents/edpicks.jhtml?src=ln>